

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
TUESDAY, JANUARY 3, 2012
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Porter called the meeting to order at 6:04 p.m.

1.1.2 Roll Call

Present: Mayor Eugene Grant (Absent), Councilmember Darrell Hardy (Excused), Councilmember Kelly Porter, Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson, Councilmember Reveral Yeargin (Absent)

Staff: Sunny Cooper, Economic Development Coordinator, Vincent Jones, City Administrator, and Dashaun N. Lanham, City Clerk

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilmember Stephenson

1.1.4. Approval of Agenda

The agenda was approved with the following modifications:

Delete Presentation 2.3 Add Announcements 7.4. District 7 Informational Meeting on Wednesday, January 18, 2012, it was requested that the City Administrator provide an update on the Feggans Center under his report in 4.2.

It was motioned by Councilmember Simms and seconded by Councilmember Stephenson to approve the agenda. The motion carried.

2. PRESENTATIONS:

2.1. Timothy Flanagan, Executive Director of Washington Area Community Investment Fund

- Mr. Flanagan stated that they are a twenty-four (24) year old company that provides CD and grants to businesses for Development.
- They have some information to get out to the Homeowners in the area.
- Mr. Jeremy Cullimore, Project Manager stated he was made aware about two ago months that the City hired Mr. Jones as the City Administrator. He

reached out to Mr. Jones to see if they could build a relationship with the City.

- They have some funding that they have used in the City of Seat Pleasant with Housing Initiative Partnership (HIP) to assist low and moderate income homes with code compliance update.
- They worked with the homeowners on a case by case basis. It was by grant and loan with zero percent. The payment will be due upon sale or refinance of the house.
- They have assisted with the green program in the City completing fifteen (15) homes at \$5,000 each, which is a total of \$75,000.
- They still have some funding left and would like to partner with Seat Pleasant.
- Councilwoman Stephenson wanted to know the qualification of the program and if it was just for seniors. Mr. Cullimore stated that there are income guidelines for low to moderate incomes. The 2010 numbers was \$55,000 annual income with a household of four. They must be homeowners cannot be renters.
- They have repaired roofs, stairs and upgraded appliances to the homes for the senior.
- They are here to see what the City needs are so they can structure a program surrounding the needs.
- They can provide some information today on programs they have done in the past.
- Councilwoman Simms wanted to know the amount of monies they had to provide for the assistances. He stated they had about \$105,000.00 that would be structured on the needs of the community.
- Councilwoman Simms confirmed that the City must create a program to see if it would fit in their guidelines. Mr. Cullimore confirmed with a yes, but stated the guidelines are very moderate.
- Councilman Raynor wanted to know if they would provide assistance to disabled persons to update their home with green technology. They stated they have brought homes up to code compliance not being green specific.
- Councilman Raynor wanted to know if the grant could be used for the drainage, as there are a few homes in Ward two and four with concerns. He stated that it would be a case by case basis.
- Councilwoman Stephenson wanted to know if the work would be contracted out or will they complete the work? Additionally, she stated that after the work is completed how could the homeowner contact the contractor for

repairs if the need arises? He stated that they assist with financing, but do not monitor the work until it is completed. The owner would be responsible for obtaining the contractor and ensuring a warranty is provided.

- Councilman Porter wanted to know what would be the obligation of the City on the funding. Will the City's only obligation be to sanction the program, but not to come up with any funds to match the grant monies?
- Councilman Porter wanted to know if the program would be working with the CDC to leverage any monies without stifling the program.
- The concern that was mentioned by Councilman Raynor would not fit the guidelines due to the cost being more than \$5,000. He stated that there are many people in need, but their income may not be adequately
- Ms. Cooper wanted to know who would package the loan. They stated that the contracts are drafted. It was stated that they have a list of contractor that they recommend. She wanted to know if the homeowner could select and use a license contractor of their choice.
- Mr. Cullimore stated they have a check list that they use for verification purposes.
- Mr. Jones stated that he would work with Ms. Cooper and Ms. Sanders to create a program for the WACIF funding.
- Councilman Porter stated that he look forward to working with them and possibly raising or leveraging additional monies.

2.2. Sherrie Sims, Associate of G.S. Proctor and Associates

- Ms. Sims apologized for being late, as she has an ailing father that needed to be transported to the hospital.
- She stated that she met with Council President Porter, Mayor Grant and Mr. Jones two weeks ago.
- They have reviewed the legislative agenda of the City, as it was prevailed at the Legislative Breakfast.
- Councilwoman Stephenson wanted to know who has the firm represented in the past. She stated that they have worked with the City of Capitol Heights, and Seat Pleasant. They are currently working with City of District Heights and City of Glenarden. The firm has represented the City in the past. She has been with G.S. Proctor for four years. She has worked with municipalities on bond bills and has gotten some funding last year.
- We have pushed for the last two years on transportation funding and they are behind MML regarding the restoration of the funds.

- Councilman Porter stated that G.S. Proctor has been established for some time and have a relationship with most of the legislators. You would want them to represent you. He knows that several lobbying firms have come under the umbrella of Proctor and Associates and making them quite large.
- He would like for her to get the information to the City on monies gather in the past, as quickly as possible. References from other municipalities and the programs or funding you have gotten for them. This will give us a record of things established in the past.
- She stated that she will break out the subjects in the response to the City.

3. LEGISLATION

- None

4. REPORTS

4.1. Mayor's Report:

- Mayor Grant was absent from the Regular Work Session and did not submit a report.

4.2. City Administrator Report:

- Mr. Jones stated that for his report he wanted to start off by saying that Councilwoman Gatling last day in the office was December 31, 2011. It was confirmed by Ms. Lanham that all City property was returned and Ms. Rhoda deleted the e-mail address.
- Mr. Jones stated that they are waiting to have a meeting with Chief Bashoor, Prince George's County Fire Chief.
- He stated that over the Holiday there were no casualties in Seat Pleasant except for one report of an accident.
- The update on the Feggans Center is the contract was reviewed by the City Attorney and approved.
- He stated that he is excited about having Ms. Cooper as her background on financing of projects is very helpful. Mr. Jones stated that he realizes that this a major project for the City. He wanted to be sure that they have everything that is needed.
- Councilwoman Simms wanted to know if the City had gotten all of its property out the Feggans Center. Mr. Jones stated that some of the records were lost, but the Police Department will be going back in to be sure there aren't any additional properties.

- Mr. Jones stated that they will not be moving anything from the Feggans Center until the Council decides what they want to do.

4.3. Council Committee Reports:

- The Council Committee did not have any meetings in the month of December.

5. NEW BUSINESS

5.1. Council President Monthly Report

- Councilwoman Simms stated that she had requested this be placed on the agenda. She feels the Council President report should be revised by removing the Council Committee Reports.
- Councilwoman Simms stated that the Council is not required to report to the Council President and it appears that they are not meeting. The committees could be meeting and have not completed the report.
- Councilman Porter stated that the requirement for reporting at the Public Session is for Department Heads only. The Code Enforcement Officer is not required to attend the public meetings.
- Councilwoman Stephenson wanted to know if the committee report form is mandatory to be used, or can the committee create its own form.
- The City Administrator wanted to know if the report could contain the same topic information.
- Councilwoman Stephenson and Councilwoman Simms stated that it could contain more or less.
- Councilwoman Stephenson wanted to know if the committee reports that she has prepared in the past was being overlooked because of the format. It is being put on the information stand, but not listed on the agenda.
- Councilman Porter stated that the committee reports are due at the Regular Work Session. He stated they could consider revising the agenda to include the committee reports at the Public Session.

5.2. Resolution R-12-09-Conditional Support for McDonald's Renovation Project

- Ms. Cooper stated that the McDonald's renovation is more of a redesign.
- The McDonald's Corporation is asking for a couple of special consideration by redesigning the side, rear and front setbacks.
- She stated that it was a meeting held on December 23, 2011 and she and Mr. Jones attended the meeting. She said there are a couple of concerns of the path coming from the park. It cuts off shortly before the footbridge.

- They are requesting that the City approve it with a conditional resolution by January 23, 2012.
- The conditions are for them to enhance the pedestrian bridge to the Martin Luther King Highway Sidewalk
- Improve pedestrian access from the entrance of the structure building to the highway
- Improve pedestrian access from the pedestrian bridge to the parking lot
- Councilman Porter stated that he has reviewed the design and it will no longer be open at the entrance to the City, but it would have a set back with the arrangements for them to become 24 hours.
- He stated that it narrows the corridor and now it does look restrictive. Ms. Cooper stated that the point was raised at the meeting so it will not look so brick, but will do a façade improvement.
- The drive thru window will remain on the same side.
- Ms. Cooper and Mr. Jones showed the Council the plans for them to review while in the meeting.
- Councilwoman Simms wanted to know if the police department attended any of the meetings. Mr. Jones stated not the Seat Pleasant Police Department. Councilwoman Stephenson wanted to know if the County Police Department attended the meetings.
- Ms. Cooper stated they will be considering revising the design.
- The Council stated that it appears to be a safety concern and they are requesting a public safety review.
- Councilman Porter stated that the arrangements with the doors are unattractive.
- Mr. Jones stated that they had requested them to redesign the doors. Councilman Porter stated that is the gateway into the City.
- Ms. Cooper stated that it has to be another entry way into the McDonald's. Councilman Porter stated that it is not inviting in accordance to the design.
- Ms. Cooper stated that they have an extensive landscaping program.
- Councilman Porter stated that the SHA had an extensive landscaping program, which they planted daffodils that died in two weeks and look like dirt. He stated aesthetics are unattractive. He stated that the brick build up on each side creates a tunnel.
- Ms. Cooper stated the plans were provided to her the first day on the job. Mr. Jones stated that they have designed the one on Rhode Island Avenue.
- Mr. Jones stated that he doesn't think it would be that bad and the City would have some new development on Martin Luther King Avenue.

- Councilman Porter asked if they were familiar with the Georgia Avenue and Randolph Road structure of the McDonald's with the glass building and tot lots.
- They would like to see the development be more family oriented where there could be birthday parties.
- Ms. Cooper stated that they want it to be more of a drive through. Councilwoman Simms stated they need to take into consideration what they want in the community.
- Ms. Cooper asked if the council did not like the building due to the brick. Councilman Porter stated that it is not aesthetically sound.
- Councilman Porter stated that there are concerns with pedestrian safety on Martin Luther King and the brick structure may enhance those concerns.
- Councilman Raynor stated that he use to work at the McDonald's and they have a freezer upstairs and in the basement.
- Ms. Cooper stated that she would take pictures of other structure and inform them that the Council was not satisfied with the design.
- Councilwoman Stephenson wanted to know if that would eliminate the U-turn. Ms. Cooper stated it would not.
- Councilman Porter stated that it appears that Mr. Jones and Ms. Cooper had raised some of the same concerns.
- Ms. Cooper stated that the National Capital Park and Planning Commission is requiring a resolution by January 31, 2012.
- The Council stated that they are aware of the conditional resolution. The council does not want to present a resolution until they see the revise design.
- Mr. Jones stated that the council could go on record either way and state the resolution could be drafted to say the City does not support it in the current design.
- Mr. Jones stated that Ms. Cooper will contact the attorney and we will come back with a resolution next week stating you don't support the current design.
- Councilman Porter wanted to know who owns the land on the opposite, and if they do can they consider extending on that side.
- Ms. Cooper stated that she would inform them of the Council concerns on the design.
- Councilman Porter stated that it would be good to have the Chair of the Economic Development Committee present at the meetings.

- Councilman Porter inquired on the Dunkin Donuts development. Mr. Jones stated that the development will begin after the construction work to the pipes on Central Avenue is complete.

5.3. Ordinance O-12-11-Ethics Ordinance Revisions

- Mr. Jones stated that Ethics Ordinance was approved in August, 2011
- The City Council requested the first reading of Ordinance O-12-11 be conducted tonight.
- The City Clerk conducted the first reading of Ordinance O-12-11.

5.4. Approval of Contract of G.S. Proctor for Lobbying/Consultant Services

- Mr. Jones stated that he met with GS Proctor and Associates with Mayor Grant and Councilman Porter.
- They are proposing the service for \$2,500 a month as a lobbying services and consultant.
- Mr. Jones is recommending that the contract provide a deadline
- Councilwoman Simms stated that G.S. Proctor has been the lobbyist for the City in the past and they did not provide reports. She wanted to know if there are other lobbying firms in the State. She said it was an article in the news letter that references them not performing their duties.
- Councilman Porter stated that we had a relationship with G.S. Proctor and associates in the past and they have brought monies into the City.
- Councilwoman Simms stated the lobby firm is approved by the Council and she feels that the session is only ninety (90) days.
- Councilwoman Stephenson wanted to see if there are any records in the City that will show what they have done in the past. She would like to see references from other municipality.
- Councilman Raynor stated that he remembers them coming before us about year and half ago and nothing was done.
- Councilwoman Simms stated that the Council has not decided if they want a lobbying firm.

5.5. Approval of Contract for Special Assistant to the Mayor

- The City Council stated that the Mayor could present the contract in his report.

6. UNFINISHED BUSINESS:

6.1. Update on process for filling Council Vacancy

- Ms. Lanham updated the City Council on the advertisement of the Council Vacancy was in the Gazette on December 22, 2011 and December 29, 2011.

- The announcement was placed in the City Newsletter, which will be mailed this week.
- The announcement post cards will be mailed on Thursday, January 5, 2012.
- The Council agreed to have the public hearing on Monday, February 6, 2012 at 6:00p.m.

6.2. Seat Pleasant Volunteer Fire Department

- Council President Porter stated the Council needs to get the word out to the community on the relocation of the Fire Department.
- The Council recommended that we advertise in bold colorful print and paper for a rally at the Fire Department.
- It was stated that they know Senator Benson is actively lobbying on our behalf.
- It was stated to establish a Fire Department under Seat Pleasant it will be a long term decision. We need to make sure they can dispatch to Seat Pleasant Volunteer Fire Department.

6.3. Establish and Schedule City Attorney RFP Review

- Mr. Jones stated that he had provided the City Council with an electronic version of the City Attorney RFP Respondents.
- The Council agreed to meet on Monday, January 9, 2012 at 6:00pm to discuss the attorney packets.
- The City Clerk was requested to notify the council of the meeting.

7. ANNOUNCEMENT

7.1. Congresswoman Donna Edwards, Financial Literacy, Saturday, January 7, 2012 at Jericho City of Praise, 8501 Jericho City Dr., Landover, MD, 8:30am-4:00pm

7.2. General Assembly-Wednesday, January 11, 2012, Annapolis, MD at 10:00am-FIRST DAY OF SESSION

7.3. Maryland Consumer Rights Coalition Documentary "Stealing Trust", Thursday, January 19, 2011, 7:00pm at the Seat Pleasant City Hall Council Chambers

7.4. District 7 Informational meeting, Wednesday, January 18, 2012 at the County Administration Building, at 6:00pm.

ADJOURN-The meeting adjourned at 8: 49p.m.

Submitted by,


Dashaun N. Lanham

City Clerk

APPROVED 02/13/12